

ANNUAL TOWN MEETING

2018
WARRANT



TOWN OF TEWKSBURY COMMONWEALTH OF MASSACHUSETTS

Finance Committee Public Hearing

April 25, 2018 7:00 P.M.
Town Hall

Annual Town Meeting

May 7, 2018 7:30 P.M.
Tewksbury Memorial High School

Town of Tewksbury Website: <http://www.tewksbury-ma.gov>
Facebook: Town of Tewksbury Twitter: @TownofTewksbury

TOWN MEETING GUIDELINES

- ** Voters and Visitors shall have their identification ribbons conspicuously displayed.
- ** Visitors shall sit in the designated VISITORS SECTION unless they are assigned to a designated area.
- ** Standing at the doors or in the aisles inside the gymnasium or auditorium is prohibited.
- ** No one shall enter the gymnasium or auditorium while voting is in progress.
- ** Everyone shall be at a seat so as to allow the vote to be counted without hindrance.
- ** Collecting signatures upon petitions or nomination papers is prohibited in the building where the Town Meeting is being held.
- ** Food and beverages are not allowed in the gymnasium or auditorium as per order of the School Committee.
- ** Smoking is not allowed in the School Building or on School Property.
- ** To prevent active interference with the conduct of the Town Meeting, any person taping, videotaping or using any other means of sonic reproduction is assigned to the designated Press Table or the side aisle perimeters of the gymnasium or auditorium.

This meeting is being held at a site which is physically accessible to persons with disabilities.

For further information please call 978-640-4355.

CART services need to be requested as early as possible, as CART providers often fill their schedule 2-3 months in advance. Other reasonable accommodations for disability related needs will be provided upon request.

<u>Annual Town Meeting</u>	<u>Annual Town Meeting</u>	<u>Special Town Meeting</u>
MONDAY	WEDNESDAY	WEDNESDAY
May 7, 2018	May 9, 2018	May 9, 2018
7:30 P.M.	7:30 P.M.	7:00 P.M.
<ul style="list-style-type: none">• Consent Calendar Articles• Annual Budget• Budget Related Articles• Personnel Bylaw Amendments• Town Bylaw Amendments• General Articles	<ul style="list-style-type: none">• Zoning Bylaw Amendments	

For more information about Town Meeting:

http://www.tewksbury-ma.gov/pages/tewksburyma_clerk/annual

FACEBOOK: Library: www.facebook.com/TewksburyLib

Tewksbury Farmers Market: www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936

Town: www.facebook.com/pages/Town-of-Tewksbury/393895750722817

TWITTER: Library: @TewksburyLib Police: @TewksburyPD Tewksbury Farmers Market: @FarmerMkt Town: @TownofTewksbury

WEBSITE: Library's Website: www.tewksburypl.org/Pages/index Town's Website: www.tewksbury-ma.gov

Middlesex, s.s.

To any of the Constables of the Town of Tewksbury, in said County:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Tewksbury, qualified to vote in Town affairs, to meet and assemble at Tewksbury Memorial High School, 320 Pleasant Street, in said Tewksbury on Monday, May 7, 2018, at 7:30 p.m. to act on the following articles:

SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three years; Two (2) members of the School Committee for three years; One (1) member of the Planning Board for five years; One (1) member of the Planning Board for two years; Two (2) members of the Board of Health for three years; Two (2) members of the Board of Library Trustees for three years; and One (1) member of the Shawsheen Regional Technical High School Committee for three years.

SECTION 2

Article 2	Elected Official Salaries	Elected Official Salaries
Article 3	Consent Calendar	Consent Calendar
Article 4	Budget Related	Fiscal Year 2019 Budget
Article 5	Budget Related	Funding for Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman's Association (NEPBA)
Article 6	Budget Related	Funding for Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers
Article 7	Budget Related	Funding for Collective Bargaining Agreement between the Town and the International Association of Firefighters (AFL-CIO, Tewksbury Firefighters Local 1647)
Article 8	Budget Related	Funding for Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME)
Article 9	Budget Related	Sewer Enterprise Budget
Article 10	Budget Related	Water Enterprise Budget
Article 11	Budget Related	Cable TV Enterprise Budget
Article 12	Budget Related	Transfer \$988,199 from Stabilization Fund for Town Capital Equipment and Projects
Article 13	Budget Related	Transfer \$413,500 from Stabilization Fund for School Capital Equipment and Projects
Article 14	Budget Related	Transfer \$2,238,500 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects and Vehicles
Article 15	Budget Related	Transfer \$642,500 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle

Article 16	Budget Related	Transfer \$66,068 to reduce Town Exempt Debt Principal
Article 17	Budget Related	Appropriate \$557,433.26 Bond Premium for the Water Treatment Plant construction project
Article 18	Budget Related	To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$499,000 for the purchase of existing streetlights from National Grid and the conversion of existing streetlights to energy efficient and long lasting LED fixtures
Article 19	Budget Related	Transfer \$100,000 from Overlay Surplus to fund the Real and Personal Property Revaluation
Article 20	Budget Related	Transfer \$25,000 from Overlay Surplus to fund the Senior and Veterans' Tax Relief Work Program
Article 21	Budget Related	Fiscal Year 2019 Affordable Housing Trust Fund Allocation Plan
Article 22	Budget Related	To Appropriate or Reserve from the Tewksbury Community Preservation Fund Annual Revenues
Article 23	Budget Related	To Appropriate and Transfer the Sum of \$40,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of expanding the existing trail network
Article 24	Budget Related	To Appropriate and Transfer the Sum of \$50,000 from the Tewksbury Community Preservation Undesignated Reserve for a Water Sprinkler Park at Livingston Recreation Complex
Article 25	Budget Related	To Appropriate and Transfer the Sum of \$115,000 from the Tewksbury Community Preservation Open Space Reserve for a Fitness Court at Livingston Recreation Complex
Article 26	Budget Related	To Appropriate and Transfer the Sum of \$60,380 from the Tewksbury Community Preservation Undesignated Reserve for treatment and clearing at Long Pond
Article 27	Budget Related	To Appropriate and Transfer the Sum of \$39,000 from the Tewksbury Community Preservation Undesignated Reserve for restoring "The Pines" State Hospital historic cemetery
Article 28	Budget Related	Acquire Land for the Center Fire Station
Article 29	Budget Related	Easement Acquisition
Article 30	General Bylaw	Amend General Bylaw Naming of Streets to be Inserted
Article 31	Personnel Bylaw	Amend Personnel Bylaw which governs Non-union Employees

SECTION 2

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the Fiscal Year 2019.

	<u>FY18</u> <u>Budgeted</u>	<u>FY19</u> <u>Requested</u>
<u>BOARD OF HEALTH</u>		
Chairman	405	405
Members (4)	315	315
<u>MODERATOR</u>	450	450
<u>PLANNING BOARD</u>		
Chairman	1080	1080
Members (4)	765	765
<u>SCHOOL COMMITTEE</u>		
Chairman	2700	2700
Members (4)	2250	2250
<u>SELECTMEN</u>		
Chairman	5400	5400
Members (4)	4500	4500

Town Manager

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.

ARTICLE 3

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

- ARTICLE 3-32 Accept the Annual Report
- ARTICLE 3-33 Lease/Purchase Agreements
- ARTICLE 3-34 Authorize Chapter 90 Funds
- ARTICLE 3-35 Reauthorize Revolving Funds
-

ARTICLE 3-32

To hear and act upon reports of the various Town Officers; or take any action relative thereto.

Town Manager

Executive Summary: The purpose of the article is to accept the report of various Town Officers; which are in the 2017 Town Report located on the Town's Website (<http://www.tewksbury-ma.gov/board-of-selectmen/pages/annual-town-reports>).

ARTICLE 3-33

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements up to five (5) years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations; or take any action relative thereto.

Town Manager

Executive Summary: This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town Departments subject to an annual appropriation.

ARTICLE 3-34

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s) to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

Town Manager

Executive Summary: Each year the state indicates the amount it will allot to cities and towns for roadwork under Chapter 90. This article authorizes the Town to spend these funds.

ARTICLE 3-35

To see if the Town will vote to authorize the expenditure caps under the recently amended provisions of Chapter 44 Section 53E½ of the Massachusetts General Laws; or take any action relative thereto.

**TOWN OF TEWKSBURY
FY2019 REVOLVING FUNDS EXPENDITURE CAPS**

NAME	DEPARTMENT	PURPOSE	AUTHORIZATION	EXPENDITURE
Council on Aging	Council on Aging	Trips and Activities	Director, COA	\$200,000
Parks and Recreation	Parks and Recreation	Summer Program/Activities	Town Manager	\$200,000
Board of Health	Board of Health	Vaccines and Public Health Programs.	Health Director	\$10,000
Traffic Signage	Dept. of Public Works	Purchase, Manufacture and Installation of Street and Traffic Signage, Including Pavement Markings	Dept. of Public Works Superintendent	\$10,000
GIS	Community Development	Operate a Geographical Information System	Assistant Town Manager	\$75,000
Stormwater	Dept. of Public Works	Maintain Stormwater	Dept. of Public Works Superintendent	\$50,000
Records Preservation	Town Clerk	Preservation and Safe Keeping of Historic Records	Town Clerk	\$20,000
Solid Waste, Recycling and Household Hazardous Waste	Town Manager	Solid Waste, Recycling and Household Hazardous Waste Operations and Programs	Town Manager	\$200,000
Hydrant Markers	Town Manager	Reimbursement of Damaged Markers and Donations to Install Markers	Town Manager	\$20,000
Energy Efficiency of Town & School Buildings, Equip. and Infrastructure	Town Manager	Rebates, Grants and Donations Generated from Energy Efficiency Projects (Commonwealth, Public Utilities and Others)	Town Manager	\$500,000

Town Manager

Executive Summary: This article authorizes the Fiscal Year 2019 expenditure caps on the Town's self-sufficient revolving fund accounts for the items listed above in the Town of Tewksbury. This article is in addition to the article which establishes the Revolving Funds through a General Bylaw in accordance with recent changes to Massachusetts General Laws Chapter 44 Section 53E½ by the Act to Modernize Municipal Finance and Government.

ARTICLE 4

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees, commissions and officers for the fiscal year which begins July 1, 2018; or take any action relative thereto

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
General Government					
Moderator					
Salaries	450	450	450	450	-
Operating	-	75	75	75	-
Capital Outlay	-	-	-	-	-
Total Moderator Budget	450	525	525	525	-
Selectmen					
Salaries	26,511	26,709	28,233	28,233	1,524
Operating	189,948	125,829	137,494	137,494	11,665
Capital Outlay	-	-	-	-	-
Total Selectmen Budget	216,459	152,538	165,726	165,726	13,188
Town Manager					
Salaries	396,061	414,102	418,001	418,001	3,899
Water Enterprise Fund Allocation	(8,099)	(8,099)	(8,457)	(8,457)	(358)
Sewer Enterprise Fund Allocation	(8,099)	(8,099)	(8,457)	(8,457)	(358)
Total Salaries Net of Allocations	379,863	397,904	401,087	401,087	3,183
Operating	10,158	4,970	60,470	60,470	55,500
Capital Outlay	-	-	-	-	-
Total Town Manager Budget	406,219	419,072	478,471	478,471	59,399
Total Town Manager Budget Net Allocations	390,021	402,874	461,557	461,557	58,683
Finance Committee					
Salaries	1,632	2,515	2,515	2,515	-
Operating	333	679	679	679	-
Capital Outlay	-	-	-	-	-
Reserve Fund	-	75,000	75,000	75,000	-
Total Finance Committee Budget	1,965	78,194	78,194	78,194	-
Town Counsel					
Operating	177,943	150,000	150,000	150,000	-
Total Operating	177,943	150,000	150,000	150,000	-
Administrative Services					
Salaries	70,391	82,169	82,826	82,826	657
Water Enterprise Fund Allocation	(992)	(1,110)	(1,137)	(1,137)	(27)
Sewer Enterprise Fund Allocation	(992)	(1,110)	(1,137)	(1,137)	(27)
Total Salaries Net of Allocations	68,407	79,949	80,552	80,552	603
Operating	17,973	25,940	25,940	25,940	-
Water Enterprise Fund Allocation	(226)	(329)	(389)	(389)	(60)
Sewer Enterprise Fund Allocation	(226)	(329)	(389)	(389)	(60)
Total Operating Net of Allocations	17,521	25,282	25,162	25,162	(120)
Capital Outlay	-	-	-	-	-
Total Administrative Services Budget	88,364	108,109	108,766	108,766	657
Total Administrative Services Budget Net Allocations	85,928	105,231	105,714	105,714	483

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
Town Clerk					
<i>Salaries</i>	229,607	242,571	247,191	247,191	4,620
<i>Operating</i>	12,902	17,531	19,616	19,616	2,085
<i>Capital Outlay</i>	-	37,881	-	-	(37,881)
Total Town Clerk Budget	242,509	297,983	266,807	266,807	(31,176)
Election					
<i>Salaries</i>	34,080	16,850	49,150	24,150	7,300
<i>Operating</i>	19,503	5,850	12,050	12,050	6,200
<i>Capital Outlay</i>	-	-	-	-	-
Total Election Budget	53,583	22,700	61,200	36,200	13,500
Board of Registrars					
<i>Salaries</i>	2,850	2,850	2,850	2,850	-
<i>Operating</i>	538	700	700	700	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Registrars Budget	3,388	3,550	3,550	3,550	-
Computer Services					
<i>Salaries</i>	90,017	93,767	95,267	95,267	1,500
Water Enterprise Fund Allocation	(1,350)	(1,384)	(1,384)	(1,384)	-
Sewer Enterprise Fund Allocation	(1,350)	(1,384)	(1,384)	(1,384)	-
<i>Total Salaries Net of Allocations</i>	87,317	90,999	92,499	92,499	1,500
<i>Operating</i>	79,979	67,600	80,100	80,100	12,500
<i>Capital Outlay</i>	31,979	8,000	8,000	8,000	-
Total Computer Services Budget	201,976	169,367	183,367	183,367	14,000
Total Computer Services Budget Net Allocations	199,276	166,599	180,599	180,599	14,000
Total General Government	1,392,855	1,402,038	1,496,605	1,471,605	69,567
Total General Government Net Allocations	1,371,521	1,380,194	1,473,871	1,448,871	68,677
Finance Department					
Accounting					
<i>Salaries</i>	219,177	231,225	235,690	235,690	4,465
Water Enterprise Fund Allocation	(5,506)	(5,711)	(5,822)	(5,822)	(111)
Sewer Enterprise Fund Allocation	(5,506)	(5,711)	(5,822)	(5,822)	(111)
<i>Total Salaries Net of Allocations</i>	208,165	219,803	224,046	224,046	4,243
<i>Operating</i>	172,048	173,155	168,155	168,155	(5,000)
Water Enterprise Fund Allocation	(4,404)	(4,329)	(4,329)	(4,329)	-
Sewer Enterprise Fund Allocation	(4,404)	(4,329)	(4,329)	(4,329)	-
<i>Total Operating Net of Allocations</i>	163,240	164,497	159,497	159,497	(5,000)
<i>Capital Outlay</i>	-	-	-	-	-
Total Accounting Budget	391,226	404,380	403,845	403,845	(535)
Total Accounting Budget	371,406	384,300	383,543	383,543	(757)

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
Assessor					
Salaries	193,288	228,141	235,876	235,876	7,735
Operating	60,877	52,665	53,265	53,265	600
Capital Outlay	-	-	-	-	-
Total Assessor Budget	254,165	280,806	289,141	289,141	8,335
Treasurer/Collector					
Salaries	381,572	365,018	374,468	374,468	9,450
Water Enterprise Fund Allocation	(24,094)	(25,314)	(25,869)	(25,869)	(555)
Sewer Enterprise Fund Allocation	(24,094)	(25,314)	(25,869)	(25,869)	(555)
Total Salaries Net of Allocations	333,384	314,390	322,730	322,730	8,340
Operating	84,472	87,530	79,495	79,495	(8,035)
Water Enterprise Fund Allocation	(8,715)	(8,753)	(7,950)	(7,950)	803
Sewer Enterprise Fund Allocation	(8,715)	(8,753)	(7,950)	(7,950)	803
Total Operating Net of Allocations	67,042	70,024	63,595	63,595	(6,429)
Capital Outlay	-	12,145	-	-	(12,145)
Total Treasurer/Collector Budget	466,044	464,693	453,963	453,963	(10,730)
Total Treasurer/Collector Budget Net Allocations	400,426	396,559	386,325	386,325	(10,234)
Total Finance Department	1,111,435	1,149,879	1,146,949	1,146,949	(2,929)
Total Finance Department Net Allocations	1,025,997	1,061,665	1,059,009	1,059,009	(2,655)
Community Services					
Cable Television					
Salaries	-	-	-	-	-
Operating	965	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Cable Television Budget	965	-	-	-	-
Veteran's Services					
Salaries	52,025	54,619	70,217	70,217	15,598
Operating	369,781	379,755	384,604	384,604	4,849
Capital Outlay	-	-	-	-	-
Total Veteran's Budget	421,806	434,374	454,821	454,821	20,447
Community Events					
Operating	28,993	26,100	38,100	38,100	12,000
Capital Outlay	-	-	-	-	-
Total Community Events Budget	28,993	26,100	38,100	38,100	12,000
Total Community Services	451,764	460,474	492,921	492,921	32,447

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
Council on Aging					
Salaries	195,108	248,271	256,460	256,460	8,189
Operating	133,967	122,515	137,672	132,813	10,298
Capital Outlay	-	-	-	-	-
Total Council on Aging Budget	329,075	370,786	394,132	389,273	18,487
Facilities					
Town Facilities and Grounds					
Salaries	109,269	205,965	258,081	258,081	52,116
Operating	97,024	135,029	159,400	159,400	24,371
Capital Outlay	55,646	52,851	-	-	(52,851)
Total Town Facilities and Grounds Budget	261,939	393,845	417,481	417,481	23,636
Town Hall					
Salaries	46,942	49,318	50,480	50,480	1,162
Operating	102,989	161,775	164,115	164,115	2,340
Capital Outlay	-	-	-	-	-
Total Town Hall Budget	149,931	211,093	214,595	214,595	3,502
Auxiliary Buildings					
Operating	8,164	-	-	-	-
Capital Outlay	12,500	-	-	-	-
Total Auxiliary Buildings Budget	20,664	-	-	-	-
Cemeteries					
Operating	3,750	3,000	3,000	3,000	-
Capital Outlay	-	-	-	-	-
Total Cemeteries Budget	3,750	3,000	3,000	3,000	-
Total Facilities	436,284	607,938	635,076	635,076	27,139
Library					
Salaries	817,550	931,393	928,654	928,654	(2,739)
Operating	299,474	324,429	400,333	400,333	75,904
Capital Outlay	20,525	74,000	3,700	3,700	(70,300)
Total Library Budget	1,137,549	1,329,822	1,332,687	1,332,687	2,865
Planning and Development					
Planning (Community Development)					
Salaries	305,270	193,731	202,492	202,492	8,761
Operating	111,811	27,555	28,830	28,830	1,275
Capital Outlay	59,600	-	-	-	-
Total Community Development Budget	476,681	221,286	231,322	231,322	10,036

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
Building Department					
<i>Salaries</i>	288,400	312,868	312,542	312,542	(326)
Water Enterprise Fund Allocation	-	-	-	-	-
Sewer Enterprise Fund Allocation	-	-	-	-	-
<i>Total Salaries Net of Allocations</i>	288,400	312,868	312,542	312,542	(326)
<i>Operating</i>	9,204	7,480	12,330	12,330	4,850
<i>Capital Outlay</i>	-	-	-	-	-
Total Building Department Budget	297,603	320,348	324,872	324,872	4,524
Total Building Department Budget Net Allocations	297,603	320,348	324,872	324,872	4,524
Board of Health					
<i>Salaries</i>	223,051	241,286	245,291	245,291	4,005
<i>Operating</i>	13,097	20,995	24,000	24,000	3,005
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Health Budget	236,148	262,281	269,291	269,291	7,010
Total Planning and Development	1,010,432	803,915	825,485	825,485	21,571
Total Planning and Development Net Allocations	1,010,432	803,915	825,485	825,485	21,571
Public Safety					
Police					
<i>Salaries</i>	6,095,635	6,385,835	6,686,449	6,410,061	24,226
<i>Operating</i>	601,521	565,271	645,671	593,971	28,700
<i>Capital Outlay</i>	424,032	362,255	363,693	325,471	(36,784)
Total Police Budget	7,121,188	7,313,361	7,695,813	7,329,503	16,142
Fire					
<i>Salaries</i>	5,020,463	5,008,062	5,150,023	5,130,023	121,961
<i>Operating</i>	382,487	358,621	367,727	367,727	9,106
<i>Capital Outlay</i>	72,251	32,000	-	-	(32,000)
Total Fire Budget	5,475,202	5,398,683	5,517,750	5,497,750	99,067
Emergency Management					
<i>Salaries</i>	-	4,637	4,637	4,637	-
<i>Operating</i>	27,523	28,890	28,890	28,890	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Emergency Mgt. Budget	27,523	33,527	33,527	33,527	-
Parking Clerk					
<i>Salaries</i>	4,000	4,000	4,000	4,000	-
<i>Operating</i>	180	1,200	1,200	1,200	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Parking Clerk Budget	4,180	5,200	5,200	5,200	-
Total Public Safety Budget	12,628,092	12,750,771	13,252,290	12,865,980	115,209

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
School Departments					
Tewksbury					
Salaries	29,571,595	32,329,727	33,388,551	33,388,551	1,058,824
Operating	13,132,455	12,819,581	13,264,271	13,264,271	444,690
Capital Outlay	478,297	314,500	314,500	314,500	-
Total School Operating Budget	43,182,347	45,463,808	46,967,322	46,967,322	1,503,514
Offsets	-	-	-	-	-
Net School Operating Budget	43,182,347	45,463,808	46,967,322	46,967,322	1,503,514
Fixed Costs					
Health	7,744,093	8,114,513	8,201,316	8,201,316	86,803
Retirement	1,171,188	1,309,767	1,391,282	1,391,282	81,515
Medicare	433,819	462,311	485,427	485,427	23,116
Unemployment	33,361	75,000	75,000	75,000	-
Insurance	187,944	197,341	223,671	223,671	26,330
Principal	5,925	5,895	830	830	(5,065)
Long Term Interest	278	110	17	17	(93)
Short Term Interest	-	-	-	-	-
Total Fixed Costs	9,576,608	10,164,936	10,377,542	10,377,542	212,605
Town Tewksbury School Budget	52,758,955	55,628,744	57,344,864	57,344,864	1,716,119
Exempt School Debt Principal	2,123,815	2,115,000	2,106,185	2,106,185	(8,815)
Exempt School Exempt Interest	1,020,271	956,245	876,517	876,517	(79,729)
Shawsheen Regional Vocational School	5,646,988	5,566,567	6,201,732	6,201,732	635,165
Essex North Shore Ag. and Tech. School District	76,384	76,384	56,968	56,968	(19,416)
Total School Departments	61,626,413	64,342,941	66,586,266	66,586,266	2,243,325
Department of Public Works					
DPW Administration					
Salaries	330,388	370,662	378,515	378,515	7,853
Water Enterprise Fund Allocation	(76,692)	(59,643)	(61,137)	(61,137)	(1,494)
Sewer Enterprise Fund Allocation	(76,692)	(59,643)	(61,137)	(61,137)	(1,494)
Total Salaries Net of Allocations	177,004	251,376	256,241	256,241	4,865
Operating	154,229	116,945	127,095	127,095	10,150
Water Enterprise Fund Allocation	(32,008)	(29,236)	(30,524)	(30,524)	(1,288)
Sewer Enterprise Fund Allocation	(32,008)	(29,236)	(30,524)	(30,524)	(1,288)
Total Operating Net of Allocations	90,213	58,473	66,047	66,047	7,574
Capital Outlay	29,226	-	-	-	-
Total DPW Administration Budget	513,844	487,607	505,610	505,610	18,003
Total DPW Administration Budget Net Allocations	296,444	309,849	322,288	322,288	12,439
DPW Engineering					
Salaries	416,128	435,024	448,677	448,677	13,653
Water Enterprise Fund Allocation	(141,153)	(150,177)	(154,348)	(154,348)	(4,171)
Sewer Enterprise Fund Allocation	(132,791)	(141,753)	(146,192)	(146,192)	(4,439)
Total Salaries Net of Allocations	142,184	143,094	148,137	148,137	5,043
Operating	46,935	30,940	36,677	36,677	5,737
Water Enterprise Fund Allocation	(8,469)	(12,995)	(15,404)	(15,404)	(2,409)
Sewer Enterprise Fund Allocation	(6,856)	(10,520)	(12,470)	(12,470)	(1,950)
Total Operating Net of Allocations	31,610	7,425	8,803	8,803	1,378
Capital Outlay	20,000	35,000	-	-	-
Total DPW Engineering Budget	483,063	500,964	485,354	485,354	(15,610)
Total DPW Engineering Budget Net Allocations	193,794	185,519	156,940	156,940	(28,579)

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
DPW Highway					
<i>Salaries</i>	589,367	730,246	786,389	785,014	54,768
<i>Operating</i>	284,592	241,325	283,870	268,870	27,545
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Highway Budget	873,959	971,571	1,070,259	1,053,884	82,313
DPW Forestry					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	89,410	65,100	82,250	68,250	3,150
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Forestry Budget	89,410	65,100	82,250	68,250	3,150
DPW Fleet Maintenance					
<i>Salaries</i>	276,030	264,695	279,998	274,998	-
Water Enterprise Fund Allocation	(33,814)	(32,828)	(36,262)	(36,262)	-
Sewer Enterprise Fund Allocation	(33,814)	(32,828)	(36,262)	(36,262)	-
<i>Total Salaries Net of Allocations</i>	208,402	199,039	207,474	202,474	-
<i>Operating</i>	506,118	459,100	474,775	474,775	15,675
Water Enterprise Fund Allocation	(40,600)	(41,920)	(46,940)	(46,940)	(5,020)
Sewer Enterprise Fund Allocation	(40,600)	(41,920)	(46,940)	(46,940)	(5,020)
<i>Total Operating Net of Allocations</i>	424,918	375,260	380,895	380,895	5,635
<i>Capital Outlay</i>	109,421	43,500	-	-	(43,500)
Total DPW Fleet Maint, Budget	891,569	767,295	754,773	749,773	(27,825)
Total DPW Fleet Maint, Budget Net Allocations	742,741	617,799	588,369	583,369	(32,845)
DPW Snow and Ice					
<i>Salaries</i>	195,791	95,000	95,000	95,000	-
<i>Operating</i>	840,157	161,000	161,000	161,000	-
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Snow and Ice Budget	1,035,948	256,000	256,000	256,000	-
Street Lighting					
<i>Operating</i>	190,100	180,000	180,000	180,000	-
Total Street Lighting Budget	190,100	180,000	180,000	180,000	-
Solid Waste					
<i>Operating</i>	2,116,122	2,218,191	2,264,875	2,264,875	46,684
Total Solid Waste Budget	2,116,122	2,218,191	2,264,875	2,264,875	46,684
Total DPW Budget	6,194,014	5,446,728	5,599,121	5,563,746	106,715
Total DPW Budget Net Allocations	5,538,517	4,804,029	4,920,981	4,885,606	83,162

General Fund Budget Classification	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	BUDGET INC/DEC
Unclassified					
Non-Exempt Principal Maturing Debt	284,330	273,685	265,900	265,900	(7,785)
Non Exempt Interest-Maturing Debt	68,225	127,050	121,242	121,242	(5,808)
Interest-Temporary Loans	1,656	-	-	-	-
Exempt Principal Maturing Debt	3,540,343	2,531,338	3,572,370	3,572,370	1,041,033
Exempt Interest-Maturing Debt	1,563,899	2,449,738	2,534,154	2,534,154	84,416
<i>Middlesex Retirement Assmt.</i>	5,822,650	6,194,882	6,580,426	6,580,426	385,544
Water Enterprise Fund Allocation	(315,432)	(332,651)	(355,202)	(355,202)	(22,551)
Sewer Enterprise Fund Allocation	(71,084)	(73,974)	(79,196)	(79,196)	(5,222)
<i>Total Retirement</i>	5,436,134	5,788,257	6,146,028	6,146,028	357,771
Occupational Injury Reserve	128,871	125,000	125,000	125,000	-
Unemployment Compensation	1,335	15,000	5,000	5,000	(10,000)
<i>Group Insurance</i>	4,613,758	4,908,425	4,930,073	4,930,073	21,649
Water Allocation	(281,440)	(288,819)	(289,330)	(289,330)	(511)
Sewer Allocation	(92,120)	(113,156)	(112,723)	(112,723)	433
<i>Total Group Insurance</i>	4,240,198	4,506,450	4,528,020	4,528,020	21,571
<i>Medicare Tax</i>	253,559	256,000	268,800	268,800	12,800
Water Enterprise Fund Allocation	(16,363)	(19,053)	(19,381)	(19,381)	(328)
Sewer Enterprise Fund Allocation	(5,698)	(5,092)	(4,931)	(4,931)	161
<i>Total Medicare Tax</i>	231,498	231,855	244,488	244,488	12,633
Other-Post Employment Benefits	-	650,000	650,000	650,000	-
<i>Property and Liability Insurance</i>	326,435	435,285	432,360	432,360	(2,925)
Water Enterprise Fund Allocation	(55,151)	(57,909)	(64,845)	(64,845)	(6,936)
Sewer Enterprise Fund Allocation	(9,485)	(9,960)	(13,705)	(13,705)	(3,745)
<i>Total Property and Liability</i>	261,799	367,416	353,810	353,810	(13,606)
Total Unclassified Budget	16,605,061	17,966,402	19,485,326	19,485,326	1,518,924
Total Unclassified Budget Net Allocations	15,758,288	17,065,788	18,546,013	18,546,013	1,490,906
Total Budget Before Transfers, Allocations and Offsets	102,922,973	106,631,692	111,246,859	110,795,314	4,163,622
Total Budget Before Transfers Net Allocations/Offsets	101,313,931	104,978,321	109,518,732	109,067,187	4,088,866
Transfers					
To the Sewer Enterprise Fund	248,775	48,429	36,208	36,208	(12,221)
To the Water Enterprise Fund	-	-	-	-	-
Special Revenue	-	-	-	-	-
Town Trust Funds	-	-	-	-	-
Total Transfers	248,775	48,429	36,208	36,208	(12,221)
ATM General Fund Budget	101,562,706	105,026,750	109,554,939	109,103,395	4,076,645

Town Manager

Executive Summary: The purpose of the article is to fund various department budgets for Fiscal Year 2019

ARTICLE 5

To see if the Town will vote to raise and appropriate the sum of \$89,106 needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman's Association (NEPBA) beginning July 1, 2018; or take any other action relative thereto.

Town Manager

Executive Summary: The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Massachusetts Police Patrolman's Association (NEPBA) and implement the labor agreement and distribute funds in Fiscal Year 2019.

ARTICLE 6

To see if the Town will vote to raise and appropriate the sum of \$53,774 needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers beginning July 1, 2018; or take any other action relative thereto.

Town Manager

Executive Summary: The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Police Department Superior Officers and implement the labor agreement and distribute funds in Fiscal Year 2019.

ARTICLE 7

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2018; or take any other action relative thereto.

Town Manager

Executive Summary: The intent of this article is to appropriate funds for a new labor agreement with the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 and implement the labor agreement and distribute funds in Fiscal Year 2019.

ARTICLE 8

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2018; or take any other action relative thereto.

Town Manager

Executive Summary: The intent of this article is to appropriate or transfer funds for a new labor agreement with Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) and implement the labor agreement and distribute funds in Fiscal Year 2019.

ARTICLE 9

To see if the Town will vote to raise and appropriate and transfer from available funds a sum of \$5,905,338 to be expended by the Town Manager to operate the Sewer Enterprise Fund; or take any other action relative thereto.

TOWN OF TEWKSBURY				
SEWER ENTERPRISE FUND				
FISCAL YEAR 2019 PROPOSED BUDGET				
	<u>FY17 Expended</u>	<u>FY18 Approved</u>	<u>FY19 Recommended</u>	<u>Inc(Dec)</u>
Salaries	285,898	358,248	359,948	1,700
Expenses	391,426	356,775	377,390	20,615
Capital Outlay	-	-	-	-
Lowell Sewer	1,350,000	1,472,000	1,412,434	(59,566)
Reserve Fund	-	60,000	60,000	-
Occupational Health	-	10,000	10,000	-
Other Post Employment Benefits	-	38,785	38,785	-
Debt	3,039,151	2,794,140	3,047,364	253,224
Subtotal	5,066,475	5,089,948	5,305,921	215,973
<u>Indirect Expenses</u>				
Town Manager	8,099	8,099	8,457	358
Accounting	9,910	10,040	10,151	111
Computer Services	1,350	1,384	1,384	-
Treasurer/Collector	32,809	34,067	33,819	(248)
Administrative Services	1,218	1,439	1,526	87
Dept. of Public Works	322,761	315,900	333,525	17,625
Group Insurance	92,120	113,156	112,723	(433)
Retirement	71,084	73,974	79,196	5,222
Medicare	5,698	5,092	4,931	(161)
Property and Liability Insurance	9,485	9,960	13,705	3,745
Subtotal	554,534	573,111	599,417	26,306
Total	5,621,009	5,663,059	5,905,338	242,279
<u>Projected Sewer Revenue</u>				
User Fees	6,461,473	5,234,142	5,199,867	(34,275)
All Sewer Liens/Interest/Fees	392,100	450,000	300,000	(150,000)
Connection Fees	492,490	71,023	125,726	54,703
All Other	23,828	25,000	25,000	-
Retained Earnings	-	-	253,224	253,224
Transfer From General Fund	248,775	48,429	36,208	(12,221)
Total	7,618,667	5,828,594	5,940,024	111,430
Operating Deficit/Surplus	1,997,658	165,535	34,686	(130,848)
<u>Capital Expenditures</u>				
Net Deficit/Surplus After Capital	1,997,658	165,535	34,686	(130,848)

Town Manager

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for Fiscal Year 2019.

ARTICLE 10

To see if the Town will vote to raise and appropriate a sum of \$6,887,912 to be expended by the Town Manager to operate the Water Enterprise Fund; or take any action relative thereto.

TOWN OF TEWKSBURY WATER ENTERPRISE FUND FISCAL YEAR 2019 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY17 Expended</u>	<u>FY18 Approved</u>	<u>FY19 Recommended</u>	<u>Inc(Dec)</u>
Salaries	1,359,880	1,497,048	1,436,046	(61,002)
Expenses	1,661,443	1,539,012	1,535,693	(3,319)
Capital Outlay	-	15,000	-	(15,000)
Reserve Fund	-	25,000	25,000	-
Occupational Health	-	20,000	20,000	-
Other Post Employment Benefits	-	163,947	163,947	-
Debt	2,846,639	2,867,276	2,578,515	(288,761)
Subtotal	5,867,962	6,127,283	5,759,202	(368,081)
<u>Indirect Expenses</u>				
Town Manager	8,099	8,099	8,457	358
Accounting	9,910	10,040	10,151	111
Computer Services	1,350	1,384	1,384	-
Treasurer/Collector	32,809	34,067	33,819	(248)
Administrative Services	1,218	1,439	1,526	87
Dept. of Public Works	332,736	326,799	344,615	17,816
Group Insurance	281,440	288,819	289,330	511
Retirement	315,432	332,651	355,202	22,551
Medicare	16,363	19,053	19,381	328
Property and Liability	55,151	57,909	64,845	6,936
Subtotal	1,054,509	1,080,260	1,128,710	48,450
Total	6,922,471	7,207,543	6,887,912	(319,631)
<u>Projected Water Revenue</u>	<u>FY17 Collected</u>	<u>FY18 Projected</u>	<u>FY19 Projected</u>	<u>Inc(Dec)</u>
User Fees	7,314,318	6,717,061	6,415,534	(301,527)
Water Liens	565,554	650,000	450,000	(200,000)
All Other Fees	282,558	200,000	100,000	(100,000)
Total	8,162,431	7,567,061	6,965,534	(601,527)
Operating Deficit/Surplus	1,239,960	359,518	77,622	(281,896)
Capital Expenditures	-	357,500	-	(357,500)
Net Deficit/Surplus After Capital	1,239,960	2,018	77,622	75,604

Town Manager

Executive Summary: The purpose of this article is to fund the Water Enterprise Fund for Fiscal Year 2019.

ARTICLE 11

To see if the Town will vote to raise and appropriate a sum of \$600,000 to be expended by the Town Manager to operate the Cable TV Enterprise Fund; or take any action relative thereto.

FISCAL YEAR 2019 PROPOSED BUDGET				
<u>Direct Expenses</u>	<u>FY17 Expended</u>	<u>FY18 Approved</u>	<u>FY19 Recommended</u>	<u>Inc(Dec)</u>
Salaries	-	-	-	-
Expenses	-	600,000	600,000	-
Capital Outlay	-	-	-	-
Reserve Fund	-	-	-	-
Debt	-	-	-	-
Subtotal	-	600,000	600,000	-
<u>Indirect Expenses</u>				
Town Manager	-	-	-	-
Accounting	-	-	-	-
Computer Services	-	-	-	-
Treasurer/Collector	-	-	-	-
Administrative Services	-	-	-	-
Group Insurance	-	-	-	-
Retirement	-	-	-	-
Medicare	-	-	-	-
Subtotal	-	-	-	-
Total	-	600,000	600,000	-
<u>Projected Cable TV Revenue</u>	<u>FY17 Collected</u>	<u>FY18 Projected</u>	<u>FY19 Projected</u>	<u>Inc(Dec)</u>
Cable Franchise Fees	766,556	600,000	600,000	-
All Other Fees	-	-	-	-
Total	766,556	600,000	600,000	-
<i>Operating Deficit/Surplus</i>	766,556	-	-	-

Town Manager

Executive Summary: The purpose of this article is to fund the Cable TV Enterprise Fund for Fiscal Year 2019.

ARTICLE 12

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$998,199 to be expended by the Town Manager for the following purposes; or take any action relative thereto.

DPW

(3) Liquid deicing saddle tank assemblies	15,000
Asphalt spreader box and trailer	26,000
Drainage/Stormwater Assessment	50,000
F-550 forestry body and snow package	105,000
Bombardier sidewalk tractor w/blower	160,000
10-Wheel Dump w/Plow package and sander	250,000
10-Wheel Dump w/Plow package and sander	250,000
Total DPW	856,000

Fire

Response/Administrative vehicle (Car 1)	40,000
Total Fire	40,000

Police

3 Harley Davidson motorcycles	38,222
Police Sergeant and Lieutenant Assessment Center	25,700
Total Police	63,922

Parks

Ford F-150 pickup truck	38,277
Total Parks	38,277
Total Town	998,199

Town Manager

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for Capital Equipment and Improvements and one-time expenditures.

ARTICLE 13

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$413,500 to be expended by the School Committee for the following School Department purposes; or take any action relative thereto.

Carpeting/VCT at Center School and Ryan School	25,000
Districtwide roof repairs	250,000
Forge steamer with kettle - Ryan School	25,000
Ryan School Teacher presentation laptops	53,500
Technology upgrades to switches	60,000
Total Schools	413,500

Town Manager

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for School Capital Equipment and Improvements.

ARTICLE 14

To see if the Town will vote to transfer the sum of \$2,238,500 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Asphalt Spreader-Box and Trailer	26,000
763 Bobcat	40,000
F-450 Diesel Dump w/snow package	47,500
Hydrant Replacement	125,000
Water Main Replacement	2,000,000
Total	2,238,500

Town Manager

Executive Summary: This article allows the Town to utilize funds from Water Retained Earnings for Capital Equipment and Improvements.

ARTICLE 15

To see if the Town will vote to transfer the sum of \$642,500 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

763 Bobcat	40,000
F-450 Diesel Dump w/snow package	47,500
Pump Station Improvements	205,000
Infiltration and Inflow (I/I) Control	350,000
Total	642,500

Town Manager

Executive Summary: This article allows the Town to utilize funds from Sewer Retained Earnings for Capital Equipment and Improvements.

ARTICLE 16

To see if the Town will vote to transfer from Bond Premiums the sum of \$66,068 to reduce Town Exempt Debt Principal; or take any action relative thereto.

Town Manager

Executive Summary: This article transfers funds available from Bond Premiums to reduce the amount of Exempt Debt Service Principal.

ARTICLE 17

To see if the Town will vote to appropriate the premium of \$557,433.26 to pay costs of the Water Treatment Plant Construction Project (the "Project") authorized by the Town in the amount of \$13,100,000 at its May 4, 2015 annual meeting, thereby reducing the amount authorized for the Project by such \$557,433.26; or to take any other action relative thereto.

Town Manager

Executive Summary: This \$557,433.26 is the amount of premium received by the Town in connection with \$12,500,000 of bonds issued for the Project as part of the Town's 2015 bond issue and can be appropriated by a majority vote of the Town for the Project under MGL Ch.44, §20.

ARTICLE 18

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$499,000, or any other sum, for the purpose of funding the purchase of existing streetlights from National Grid and the conversion of existing streetlights to energy efficient and long lasting LED fixtures, same to be expended by the Town Manager, or to act in any other manner in relation thereto.

Town Manager

Executive Summary: The Article funds the purchase and installation of energy efficient LED street light and floodlight fixtures in Town. There are 1711 fixtures throughout the Town.

ARTICLE 19

To see if the Town will vote to transfer the sum of \$100,000 to be expended by the Town Manager from Overlay Surplus to fund Real and Personal Property Revaluation; or take any action relative thereto.

Town Manager

Executive Summary: This article allows the Town to utilize funds from the Assessor's Overlay Surplus to fund the three (3) year Department of Revenue mandated revaluation of all Town Real and Personal Property.

ARTICLE 20

To see if the Town will vote to transfer the sum of \$25,000 to be expended by the Town Manager from Overlay Surplus to fund a Senior Tax Relief Work Program and a Veterans Tax Relief Work Program; or take any action relative thereto.

Town Manager

Executive Summary: This article allows the Town to utilize funds considered surplus from Assessors Overlay Reserve to fund a Senior Tax Relief Work Program/Veterans Tax Relief Work Program that allows eligible Senior Citizens/Veterans of the Town to work for Town and School offices and receive a reduction in their property tax bill.

ARTICLE 21

To see if the Town will vote to approve the FY 2019 Affordable Housing Trust Fund Allocation Plan as follows:

ALLOCATION PLAN	for FY 2019
Starting Balance:	\$3,921,183
Total Available Funds FY19	\$3,921,183
Expenses	
Creation of New Units/ Buy down of Existing Units	\$3,921,183
Total Projected Expenses for FY19	\$3,921,183

Town Manager

Executive Summary: According to Chapter 105 of the Acts of 2003, the Tewksbury Affordable Housing Trust Fund is to have an allocation submitted to and approved at the Annual Town Meeting. The 2019 allocation plan meets the expenditure requirements of the Special Act.

ARTICLE 22

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2019, with each item to be considered a separate appropriation:

Appropriations:

Administrative Costs	\$ 47,253.84
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Reserves:

Open Space	\$ 94,728.50
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Community Housing	\$ 94,728.50
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Historic Preservation	-----
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FY2019 Budgeted Reserve	\$ 710,000.00
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Or take any other action related thereto.

Community Preservation Committee

Executive Summary: Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or reserve for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing. FY2019 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment. The total CPA Estimated FY19 revenue is \$947,284.96.

ARTICLE 23

To see if the Town will vote to appropriate the sum of \$40,000 from the Community Preservation Fund Undesignated Reserve for the purpose expanding the existing trail network at the former Chandler Street Wellfields pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

Executive Summary: This funding will allow for the completion of trails at the former Chandler Street Wellfields.

ARTICLE 24

To see if the Town of Tewksbury will vote to appropriate the sum of \$50,000 from the Community Preservation Fund Undesignated Reserve for the purpose of creating a Water Sprinkler Park at Saunders Recreation Area on Livingston Street. Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

Executive Summary: This is an additional recreational activity for families and children at the recreation area.

ARTICLE 25

To see if the Town of Tewksbury will vote to appropriate the sum of \$115,000 from the Community Preservation Fund Open Space Reserve for the purpose of providing a fitness court at Saunders Recreation Area pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

Executive Summary: This project will include a \$10,000 grant for additional recreational activities at Saunders Recreation Area on Livingston Street.

ARTICLE 26

To see if the Town of Tewksbury will vote to appropriate the sum of \$60,380 from the Community Preservation Fund Undesignated Reserve for the purpose of treating and clearing at Long Pond pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

Executive Summary: This project will allow for the Town to contract with a company to apply chemical treatment to the pond to address algae and other water quality issues. The funds will also allow for additional clearing along Whipple Road at Mahoney Park. This is a continuation of work that was approved at the 2017 Annual Town Meeting.

ARTICLE 27

To see if the Town of Tewksbury will vote to appropriate the sum of \$39,000 from the Community Preservation Fund Undesignated Reserve for the purpose of restoring "The Pines" State Hospital historic cemetery. Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

Executive Summary: This is for improved access to the historic cemetery which is currently undergoing a restoration project by volunteers.

ARTICLE 28

To see if the Town will vote to 1) authorize the Selectmen to acquire any fee, easement, lease, or other interest in land by purchase, gift, or otherwise, necessary for the purposes of the proposed fire station to be located at 984 Main Street upon such terms and conditions as determined by the Selectmen; 2) to authorize the Selectmen to sell or exchange land owned by the Town, being a portion of the lot shown on Assessors Map 48, Lot 81, pursuant to M.G.L. c. 30B and any other applicable laws, for such land to be disposed of upon such terms and conditions as determined by the Selectmen; and 3) and to authorize the Town Manager and the Selectmen to utilize for the purchase, acquisition, or disposal of such properties the monies appropriated under Article 15 of the May 1, 2017, Annual Town Meeting, or take any other action relative thereto.

Town Manager

Executive Summary: To allow the Town to obtain the land for the construction of the new Center Fire Station.

ARTICLE 29

To see if the Town will vote to raise and appropriate or transfer a sum of money regarding the construction, and reconstruction of sidewalks and roadways on a portion of South Street, Salem Road, and Main Street (Route 38) known as the Intersection Improvement Project, as shown on plans entitled "Massachusetts Department of Transportation Highway Division, Plan and Profile of South Street, Salem Road, & Route 38 (Main Street) in the Town of Tewksbury, Middlesex County" dated 1/12/2018, prepared by TEC, Inc.; such plans currently being at the 75% design level are subject to change through subsequent review and approval by the Massachusetts Department of Transportation Highway Division and the Town of Tewksbury Department of Public Works. The Board of Selectmen is authorized to expend these sums on behalf of the Town to acquire any fee, easement, or other interest in land by purchase, gift, eminent domain, or otherwise, and to authorize the Board of Selectmen to apply for, accept and expend any federal, state or other grants that may be available for the project, or take any action relative thereto. A copy of the plans may be viewed at the Department of Public Works, Engineering Division, 999 Whipple Road, Tewksbury, MA 01876, and the Town Clerk's Office, Town Hall, 1009 Main Street, Tewksbury, MA 01876.

Town Manager

Executive Summary: To allow the Town to obtain the necessary easements for the sidewalk and roadway reconstruction of South Street, Salem Road, and Main Street (Route 38), known as the Intersection Improvement Project.

ARTICLE 30

To see if the Town will vote to amend Chapter 12.04 of the Tewksbury General Bylaws by:

1. Adding a new Section 12.04.085 Street and/or Project Name and Numbering Requirements as follows:

12.04.085 Street and/or Project Name and Numbering

The purpose of this Bylaw is to clearly identify street addresses and locations to avoid confusion, to protect the public welfare, and to provide for public safety, necessity and convenience in the case of fire, flood, medical and other emergencies.

- a) The Board of Selectmen shall ensure that street names, street numbers, and project development and location names are not duplicated or confusing and meet the requirements of E911 and MassGIS standards. No naming or numbering of private ways, newly created ways, private driveways, or project names or locations shall be authorized without the approval of the Selectmen.
- b) The Selectmen shall promulgate regulations establishing the standards governing the naming and numbering of such ways, properties, locations, and projects.
- c) The Town will maintain an up-to-date Master Address Table using the assigned addresses and parcel identification numbers for all taxable and non-taxable properties. No person or entity shall publicly use or list an address or name for a property, location, building, or structure located within the Town for any purpose, unless that address is included in the Master Address Table.

2. And by moving Section 12.04.030 to the new Section 12.04.085, as paragraph (d.); or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to reorganize sections of the Streets Bylaw. It adds clear authority to street naming and address numbering requirements as raised by public safety officials.

ARTICLE 31

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$109,519 to provide a 2.5% salary increase effective July 1, 2018 for all positions listed the Town's Personnel Bylaw wage and compensation schedule and to provide up to a 2.25% salary increase effective July 1, 2019 for all positions listed within Town's Personnel Bylaw wage and compensation schedule and to further provide up to 2.25% for a salary increase effective July 1, 2020 for all positions listed within Town's Personnel Bylaw wage and compensation schedule; or take any other action relative thereto.

Town Manager

Executive Summary: The intent of this article is to provide the non-union employees covered by the Personnel Bylaw a salary increase for FY19 and additional increases in FY20 and FY21

ARTICLE 3

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

ARTICLE 3-32

ARTICLE 3-33

ARTICLE 3-34

ARTICLE 3-35

SECTION 3

Article 36	Zoning Bylaw	Citizens Petition David Plunkett Zoning Change.
Article 37	Zoning Bylaw	Citizens Petition David Plunkett Zoning Change
Article 38	Zoning Bylaw	Citizens Petitions James Andella changing Zoning Map
Article 39	Zoning Bylaw	Citizens Petition Michael Ginieres Zoning Change
Article 40	Street Acceptance	Citizens Petition Richard Cuoco
Article 41	Accept Open Space	Citizens Petition Richard Cuoco

ARTICLE 36

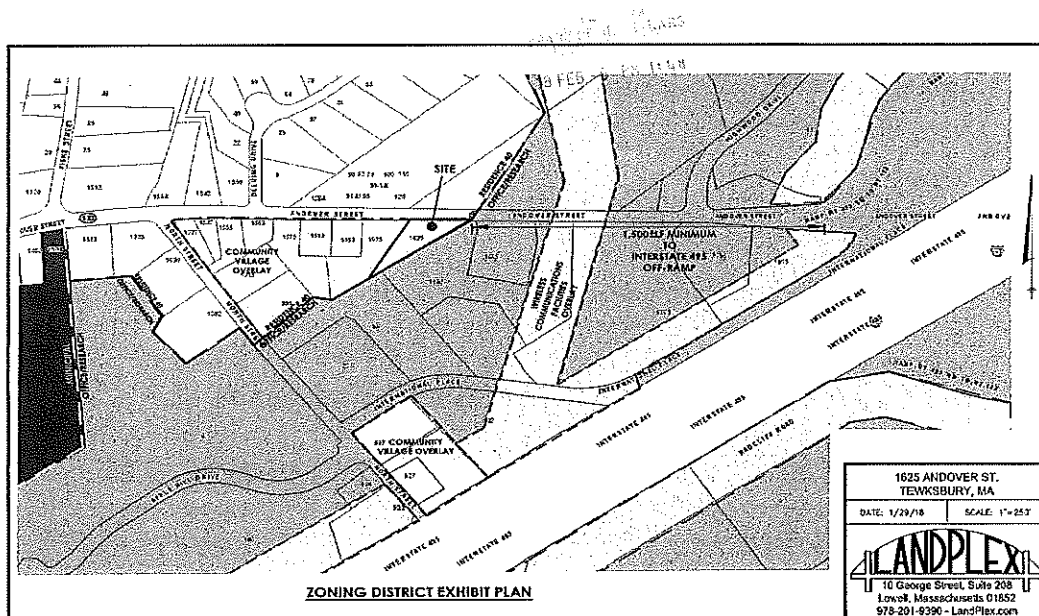
To see if the Town will vote to amend the Tewksbury Zoning Bylaw as follows:

Add to Section 8684 Section 3 a new subsection q to read as follows:

q. Car Wash. Provided however the parcel upon which the proposed car wash is to be located must be within 1,500 feet of the intersection of an Interstate Highway Off Ramp as measured from the point said Off Ramp intersects with a state or local roadway.

David Plunkett

Executive Summary: The proposed modification allows an applicant to submit a request for a special permit to the Planning Board for a Car Wash in the Community Village Overlay District provided the parcel upon which it is located is within 1500 feet to an Interstate Highway Off Ramp.



ARTICLE 37

To see if the Town will vote to amend the Tewksbury Zoning Bylaw as follows

Add a new section 7600 (Residential Transitional Design (RTD) SPECIAL PERMIT) and add a new line 10 to Appendix A Table of Use Regulations Districts for the RTD created by section 7600:

7600. Residential Transitional Design (RTD) SPECIAL PERMIT

7610. The Planning Board may grant a Special Permit for a Residential Transitional Design (RTD) in the: Residential Districts- R40 and Farming.

7620. PURPOSE AND INTENT

The Purposes for RTD are the following:

- a. To encourage the return of the use of land located in a residential neighborhood that is nonresidential in nature by means of being a protected non-conforming grandfathered use or statutorily exempt use to a residential use
- b. To encourage the residential use of land in Residential districts by allowing the creation of lots for residential use that will be more in conformity with the surrounding residential development than the current nonresidential use;
- c. To encourage development in harmony with the surrounding residential area as opposed to the continued nonresidential use.

7630. ELIGIBILITY

7631. To be eligible for consideration as an RTD:

- a. The tract shall be located in the Residential Districts: R40 and Farming,
- b. The minimum tract area shall be one and one half (1.5) acres.
- c. The tract shall consist of a parcel or set of contiguous parcels.

7632. Housing Types

- a. Housing Units shall be Single Family detached units.
- b. No common wall or multi- family structures shall be allowed.

7640. SPECIAL PERMIT REQUIRED

The Planning Board may authorize an RTD pursuant to the grant of a Special Permit. Such special permits shall be acted upon in accordance with the following provisions:

7641. PRE-APPLICATION

- a. Conference. The applicant is very strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board.

The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development. At the pre-application review, the applicant may outline the proposed RTD, seek preliminary feedback from the Planning Board and/or its technical experts, and set a timetable for submittal of a formal application.

7542. SITE SPECIFIC DESIGN STANDARDS

The Plan submitted by the applicant shall be in the format of a Subdivision Plan. The applicant must submit plans showing the location and size of proposed structures to be located on the proposed lots. The proposed Subdivision Plan shall provide for Lots with frontage on existing ways. The average lot size on the proposed Plan shall have a minimum lot area as determined by the Planning Board to be compatible to the average existing lot size of neighboring lots within a 100-foot radius of the boundary line of the subject parcel. The Planning Board may require a larger radius if in its determination such increased review area is more reflective of the surrounding neighborhood. In no event shall the average lot size of the newly created lots on the Plan submitted to the Planning Board be less than 7500 square feet with average frontage of 70 feet. The Planning Board shall have the right to increase the Maximum building coverage of the proposed structures as it feels is reasonable based upon the purpose of this bylaw but in no event shall the coverage be greater than 20%. The Planning Board may modify all dimensional requirements outlined in Appendix B Table of Dimensional Requirements, except Maximum Building Height of 2.5 stories or 35 feet, subject to limitations set forth in this section 7642, if, in its opinion, such modifications will result in improved design that is in keeping with Section 7620 above.

The submittals and permit of this section shall be in addition to any other requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw. To the extent permitted by law, the Planning Board shall coordinate the public hearing required for an application for a Special Permit for a RTD with the public hearing required for approval of a Definitive Subdivision Plan. The Definitive Subdivision Plan hearing shall apply the dimensional requirements as set forth in Appendix B unless said dimensional requirements are changed by the Special Permit issued hereunder.

7650. DECISION OF THE PLANNING BOARD

All uses and structures in the RTD are subject to a Special Permit from the Planning Board in accordance with Sections 9300 of the Zoning Bylaw. The Planning Board shall be the Special Permit Granting Authority.

7651. Criteria for Granting RTD Special Permit. In addition to the Criteria and considerations for actions by the Planning Board in Sections 9300 of the Zoning Bylaw, the Planning Board shall determine that the site proposal and density of uses on the proposal shall promote the purposes of this RTD bylaw.

7652. Special Permit Conditions. The Planning Board may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town.

APPENDIX A

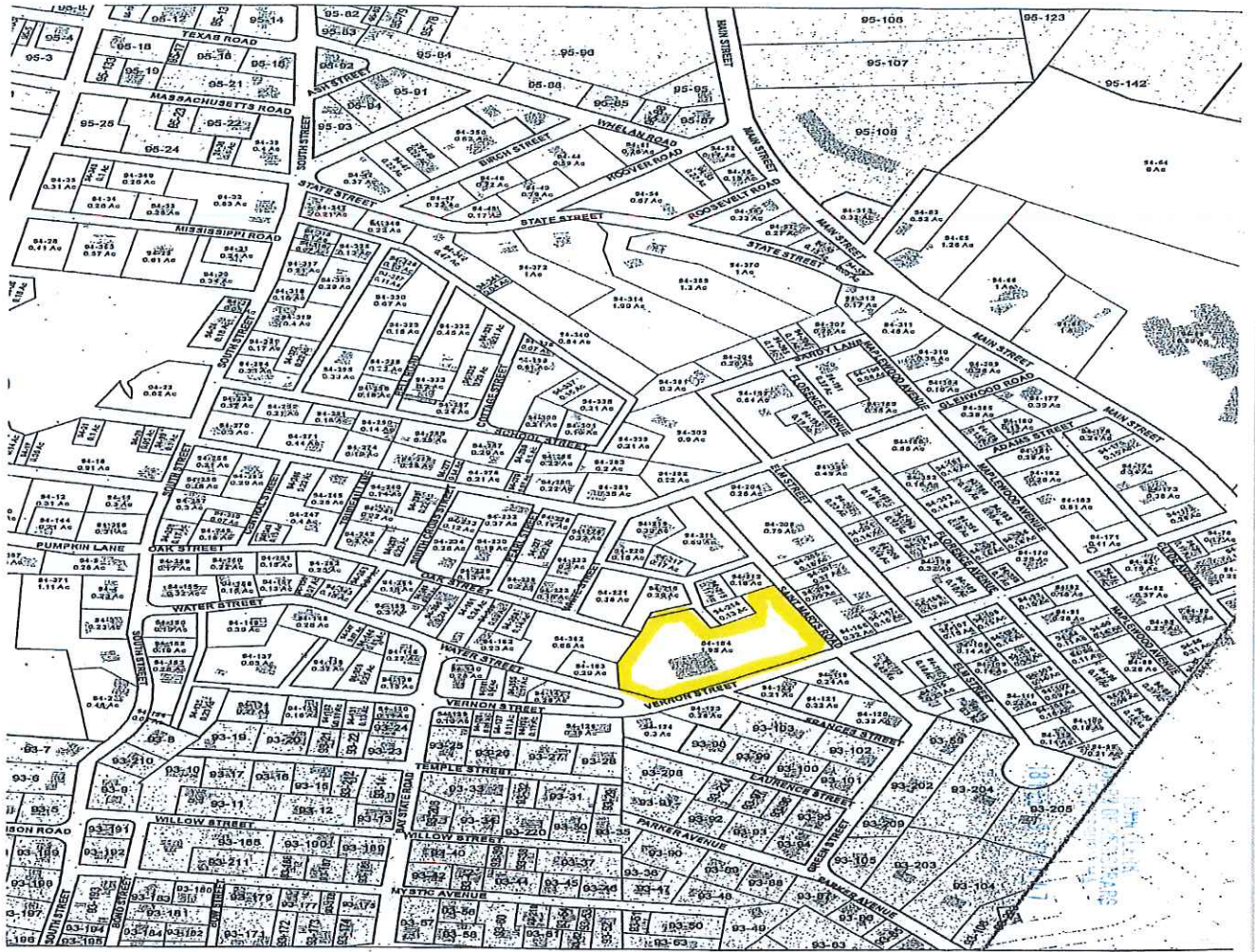
TABLE OF USE REGULATIONS

D I S T R I C T S

A. RESIDENTIAL USES	R40	FA	LB	COM	TR	P	MN	MFD	MFD/5 5	CDD	HI	HI-1	OR	WNB
1. Single-family dwelling	Y	Y	Y	PB	Y	N	N	Y	Y	N	PB	PB	PB	PB
2. Two-Family dwelling	N	N	N	N	N	N	N	PB	N	N	N	N	N	N
3. Multi-family dwelling	N	N	N	N	N	N	N	PB	N	N	N	N	N	N
4. Multi-family dwelling/55	N	N	N	PB	N	N	N	PB	PB	N	N	N	N	N
5. Community Development Project	N	N	N	N	N	N	N	N	N	Y	N	N	N	N
6. Cluster Development	PB	N	N	N	N	N	N	N	N	N	N	N	N	N
7. Open Space Residential Design	PB	PB	N	N	N	N	N	N	N	N	N	N	N	N
8. Family Suite By Right	Y	Y	Y	N	Y	N	N	N	N	N	N	N	N	N
9. Family Suite By Special Permit	PB	PB	PB	N	PB	N	N	N	N	N	N	N	N	PB
10. Res. Transitional Design (See Sect. 7600)	<u>PB</u>	<u>PB</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>

David Plunkett

Executive Summary: The article creates a new section of the bylaws to allow the Planning Board to issue a special permit for creation of lots on premises located in a Residential area that has been used for non-residential purposes. The lots created are to be of a size and configuration that is deemed to be in harmony with the surrounding neighborhood as determined by the Planning Board. The resultant lots will be allowed to vary from the Dimensional Requirements of Appendix B and shall be for single family residential use.

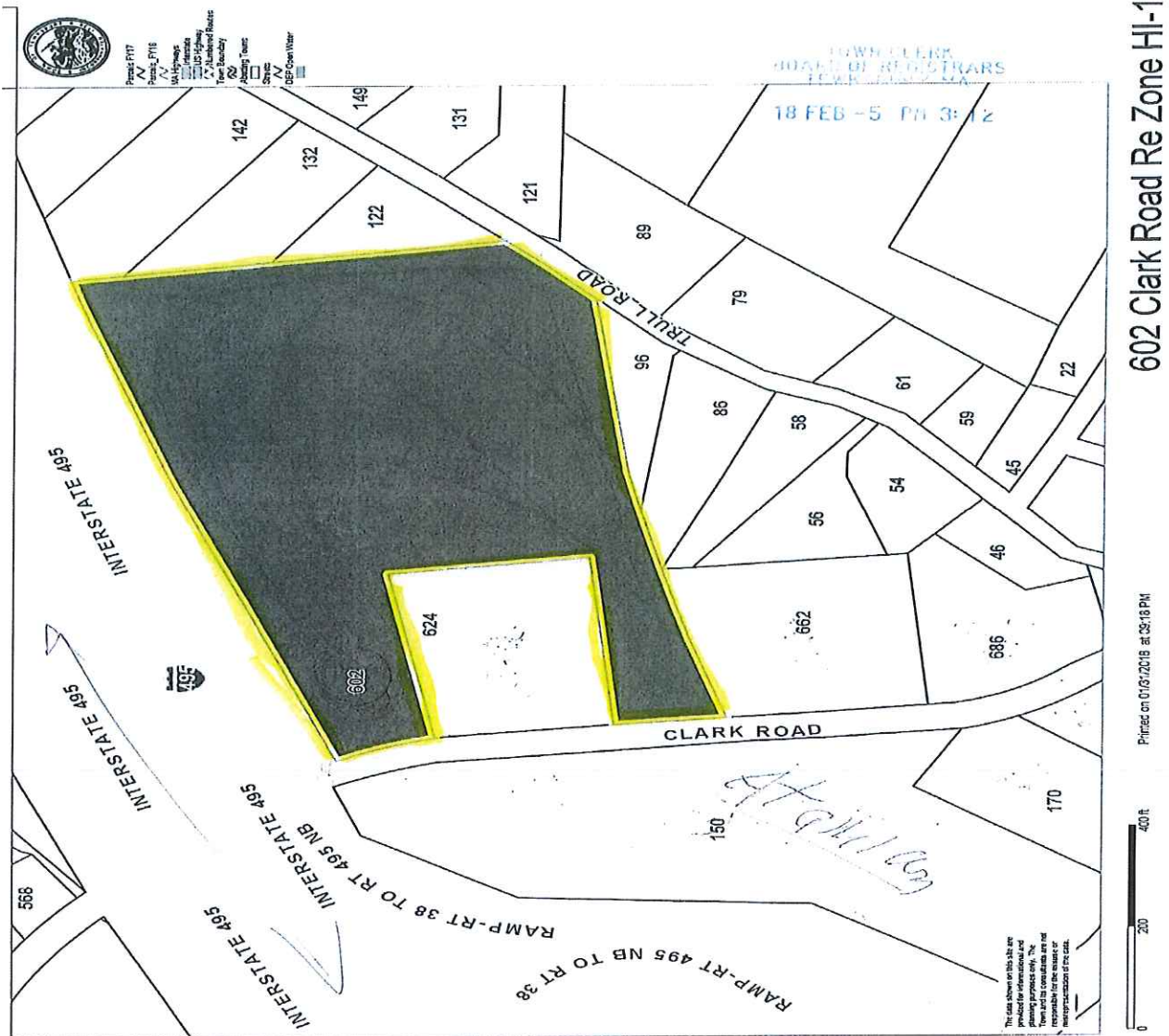


ARTICLE 39

To see if the Town will vote to allow a zoning change from Residential (R40) to Heavy Industrial-1 (HI-1) for the parcel of land located in North Tewksbury, at 602-604 Clark Road. Said parcel is indicated at Lot #20 on the Tewksbury Assessors Map #11 and incorporates approximately 10.4 acres more or less.

Michael Ginieres

Executive Summary: To see if the Town will vote to allow a zoning change from Residential (R40) to Heavy Industrial-1 (HI-1) for the parcel of land located in North Tewksbury, at 602-604 Clark Road. Land is located in a predominately heavy industrial neighborhood.



ARTICLE 40

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Sections 21-24, as amended, and any other applicable statutes, to accept the laying out as a town way by order of the Board of Selectmen:

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Winterberry Lane on a plan entitled, "Street Acceptance Plan of Land in Tewksbury, Massachusetts (Middlesex County) prepared for A.M.C. Realty Group, LLC" ; dated January 12, 2018; prepared by LIR Engineering, Inc. 234 Park Street North Reading, MA 01864, a copy of which plan has been filed with the office of the Town Clerk and the Department of Community Development; and such plan is referred to for more particular description and to authorize the Board of Selectmen to take by eminent domain, an easement, or in fee; or take any other action relative thereto.

Richard Cuoco

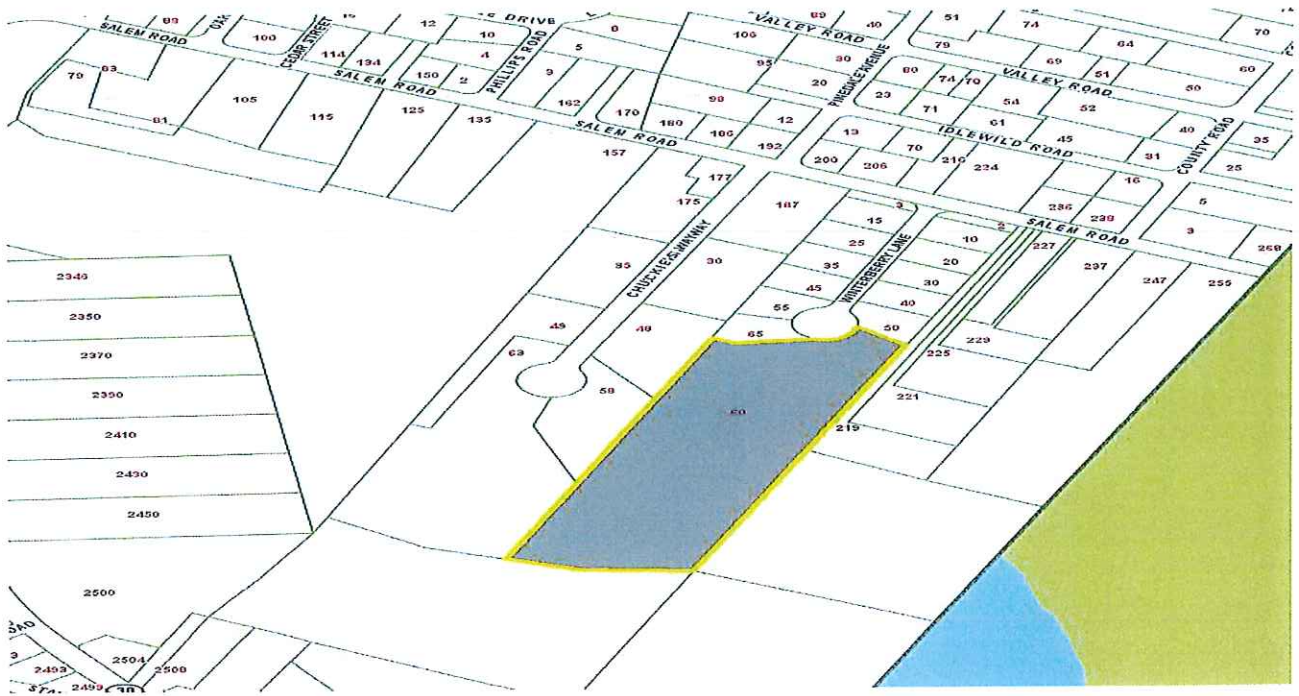
Executive Summary: The purpose of this article is to accept Winterberry Lane as a public way (Town Street).

ARTICLE 41

To see if the Town will vote to accept as Open Space land shown as "Lot 14" on plan of land entitled: "Definitive Subdivision- Map 105 / Lot 2 Herbert Parker Trust Property -209 Salem Road Tewksbury, MA dated April 9, 2014 and revised thru July 30, 2015 prepared by Cuoco & Cormier Engineering Associates, Inc., 170 Main Street Unit 212, Tewksbury, MA 01876" said plan is recorded in the Middlesex North District Registry of Deeds in Plan Book 240 Plan 7; or take any other action relative thereto.

Richard Cuoco

Executive Summary: The purpose of this article is to accept the Open Space property associated with Winterberry Lane subdivision.



Tewksbury "Adopt A Hydrant" Program

The **Tewksbury Fire Department** has partnered with **Hy-Viz Inc.** to bring fiberglass hydrant markers to the community. These highly reflective hydrant markers will allow hydrants to be visible, day or night, from a great distance. The markers will help locate snow covered hydrants during the winter months and tree and shrub obstructed hydrants during the warmer months. **Hy-Viz** markers have a stainless steel spring and ring mount for years of maintenance free service. We have chosen the "Patriot Banding" design for use in Tewksbury.

Donation Made by: _____ Date: _____
Address: _____ Phone: _____
Street Address of Hydrant(s) to be adopted:
(I.e. in front of 123 Main Street)

Tewksbury Fire Department
c/o: Adopt a Hydrant Program
21 Town Hall Avenue
Tewksbury, MA 01876

Cost of each marker: \$ 14.99
of hydrant markers purchased: x _____
Total: = _____

Once a group of orders have been placed, the Fire Department will locate the adopted hydrants and place the reflective markers with "Patriot Banding" design. In the event that there are multiple requests for marking the same hydrant, we will place the marker on one of the many critical hydrants that we have in Town that may be overlooked. We will notify residents or businesses of our placement once the marker is in place.

For additional information visit: www.tewksbury.info/Pages/TewksburyMA_Fire/hydrant

Thank You for your support!

What is a "File of Life"?

A "File of Life" is a mini medical history posted on the outside of one's refrigerator, or personally carried in a person's wallet. The "File of Life" card enables EMT's to obtain a quick medical history when the patient, who, in a frightened state, may forget to mention something important.

The card which is kept in a red plastic pocket labeled "File of Life", lists the patient's name, emergency medical contacts, insurance policy and social security number, health problems, medications, dosages, allergies, recent surgeries, doctor's name and a health care proxy. The entire pocket is held with a magnet to the outside of the refrigerator. Details will be provided at the fire stations or call 978-640-4410.

Who should have one?

-Anyone who has many or complicated medical problems and/or takes many medications.



Please take a moment to sign up to be notified by your local emergency response team in the event of emergency situations or critical community alerts. Examples include: evacuation notices, bio-terrorism alerts, boil water notices, and missing child reports:

<http://cne.coderedweb.com/>

Unwanted Medication Kiosk available 24/7

The Unwanted Medication Kiosk is located in the Tewksbury Police Station lobby, 918 Main Street. The kiosk is available 24/7. Please place unwanted medication in plastic sealed bags that will fit in Kiosk slot only. Do not include liquids or sharps. Please contact the Police Department with any questions or concerns: 978-851-7373

GLOSSARY OF TERMS

Town Meeting: A duly called meeting in which all Town of Tewksbury registered voters are eligible to participate to act upon fiscal issues, zoning changes, bylaw amendments, and other matters affecting the Town. Each voter has one vote in the decision making process. The Annual Town Meeting is held each May to decide issues for the fiscal year starting July first. Special Town Meeting(s) may be called at other times, to address issues that cannot wait for the next Annual Town Meeting, a Special Town Meeting is called by the Board of Selectmen; or by a petition of 200 registered voters.

Warrant: Public notice of business to be considered at the Town Meeting. It is publicly posted in each Precinct throughout the Town, on the Town's Website <http://www.tewksbury-ma.gov/board-of-selectmen/pages/town-warrants> and describes all of the Articles which will be acted upon at the Town Meeting.

Article(s): Individual subjects are described in the articles so that all voters are warned of potential action to be taken. The scope of each article sets the bounds of action that may be taken. Articles are submitted by the Town Departments or by voter petitions. Articles submitted by voter petitions require ten (10) or more registered voter's signatures for insertion in the Annual Town Meeting Warrant, and one hundred (100) or more registered voter's signatures for insertion in a Special Town Meeting Warrant.

General Information: The Moderator presides at the Town Meeting and is responsible for the ruling on procedural matters, overseeing an orderly debate, announcing the result of all votes and preserving decorum. The proceedings are governed by Town Meeting Time, a handbook of parliamentary law prepared under the auspices of the Massachusetts Moderators Association. This guide may be simpler and easier to understand than the more widely known and consulted Robert's Rules of Order. Copies are available for reference at the Town Clerk's Office, Board of Selectmen's Office and the Tewksbury Public Library. Registered voters are entitled to attend, address and vote at the Meeting. Visitors may attend the meeting and shall sit in the "reserved for visitors" section. A voter desiring to speak should approach the microphone, await recognition by the Moderator, and identify him or herself when recognized by name and address.

Motions, Motions to Amend, and Votes Required: An Article in the Warrant states a question for the Town Meeting voters to answer. Separate issues are described in the Town Meeting Articles so that all voters are warned of potential action to be taken. The scope or intent of each Article set the bounds of action that may be taken. Customarily the Finance Committee Chairman makes the first or Main Motion or if the Article relates to the Zoning Bylaw the Planning Board Chairman will make the first or Main Motion. The sponsor or Petitioner of an article also may make the first or Main Motion. The Motion is then open for discussion by the assembly. Motions to Amend the Main Motion, which is within the scope or intent of the Article, may be made on the Town Meeting floor. Ordinarily motions require a majority vote of the voters present and voting for an Article to pass. Certain motions require a 2/3, 4/5 or a 9/10 vote to pass because of the provisions of the Town Bylaws or Massachusetts General Laws. The Moderator will announce the voting requirement before each vote requiring more than a majority vote.

Motions For Indefinite Postponement of an Article: A motion to Indefinitely Postpone an Article is equivalent to a motion to take no action on the Article. If the Motion to Indefinitely Postpone the Article is Adopted; the Article is defeated.

Reconsideration of an Article: No vote on a prior Article shall be Reconsidered except to correct a procedural defect, scrivener's error or an oversight. Reconsideration for the above exceptions requires a majority vote.

Move the Question: The voters have heard all the discussion that they wish to hear on the pending Article and prefer to vote at once. The Moderator shall allow those presently standing, at the time of the motion, the opportunity to be heard and then he or she will take the vote to Move the Question.

Rules to Govern Speakers: No voter shall speak twice on any one subject, if any other voter who has not spoken already and is standing to be recognized by the moderator. No voter shall speak for more than five minutes at one time, except by vote of permission of the assembly.

Procedure for voting on appropriations: No appropriations or transfers of money in excess of one hundred thousand dollars (\$100,000.00) by the Town at an Annual or Special Town Meeting shall be valid, when the Finance Committee has recommended a lesser amount than the Department Head has submitted to said Committee, unless the vote for said appropriation or transfer be taken by secret ballot. In no event shall a secret ballot be required for items under the budget article for a vote on the items.

Amendment to Personnel By-Laws: In any case where an amendment to the personnel By-Laws is proposed and such amendment changes the salaries of Town employees, the vote of said amendment shall be by secret ballot.